

**WESTFALL LOCAL SCHOOL DISTRICT BOARD OF EDUCATION  
REGULAR MEETING  
MARCH 19, 2018**

The Westfall Local School District Board of Education met in regular session on March 19, 2018 at 5:45 p.m. in the elementary school cafetorium.

**CALL TO ORDER**

**ROLL CALL**

Ms. Judy Cook	<u>Aye</u>	Mr. Zach Ruoff	<u>Aye</u>
Ms. Christy Rigsby	<u>Aye</u>	Mr. Sean Ruth	<u>Aye</u>
Mr. Mark Ruff	<u>Absent</u>		

**PLEDGE OF ALLEGIANCE**

Board President

**EXECUTIVE SESSION**

(18-041) Motion was made by Mr. Ruth, seconded by Ms. Rigsby to enter into Executive Session at 5:53 p.m. to consider matters required to be kept confidential by federal law or regulations or state statutes.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Absent</u>		

Carried: 4 to 0

(18-042) Motion was made by Ms. Rigsby, seconded by Mr. Ruth to return from Executive Session at 6:30 p.m.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Absent</u>		

Carried: 4 to 0

*Today's meeting will be recorded and loaded to the website for the public to review.*

**PRESENTATIONS**

1. Mr. Billy Dennis, High School Principal – Independent Study Course, IT Support Professional – Innovation in Education Line-Item
2. Mr. Jason Fife, Middle School Principal and Ms. Tish Chenoweth, Middle School Secretary – Ms. Theresa Butts, Teacher – Extra Mile Award
3. Mr. Brian Ramsay, Treasurer – Ms. Katie McAfee – Extra Mile Award

**CORRESPONDENCE**

- 1. Mr. and Mrs. Matt Corder – Thank you note.
- 2. The Family of Thoburn L. Orr – Thank you note.

**APPROVAL OF THE AGENDA**

(18-043) Motion was made by Mr. Ruth, seconded by Ms. Rigsby to approve the agenda for the March 19, 2018 regular meeting with addendums.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Absent</u>		

Carried: 4 to 0

**OLD BUSINESS**

*(None)*

**NEW BUSINESS**

(18-044) Motion was made by Ms. Cook, seconded by Mr. Ruth to approve the following resolutions through the consent agenda:

**SUPERINTENDENT’S RECOMMENDATIONS:**

**A. APPROVAL OF MINUTES**

Motion to approve the minutes from the February 20, 2018 regular meeting as presented.

**B. PERSONNEL LEAVE**

Motion to accept the report of vacation, personal and professional leave as presented.

**C. SUBSTITUTE TEACHER LIST – MARCH 2018**

Motion to approve the list of substitute teachers for March 2018, as provided by the Pickaway County Educational Service Center.

**D. UNPAID LEAVE OF ABSENCES**

1. Motion to approve Ms. Karleen Davis’ (educational aide) request for unpaid leave for April 11, 12 and 13, 2018.

2. Motion to approve Ms. Karen Holbrook’s (teacher) request for unpaid leave for May 8, 2018.

**E. PARENTAL LEAVE REQUEST**

Motion to approve Ms. Lisa O’Neill’s (elementary school guidance counselor) request for parental leave for the approximate dates of March 25, 2018 through May 7, 2018.

**F. SMALL GROUP TUTOR**

Motion to employ Ms. Robyn Campbell as a small group tutor for the 2017-2018 school year for up to fifteen (15.0) hours per week to be paid per negotiated agreement.

**G. SUBSTITUTE CLASSIFIED EMPLOYEES**

Motion to approve the following as substitutes for classified employees for the 2017-2018 school year in the areas designated:

- 1. Ms. Jessica Yeager – Custodian

**H. NON-RENEWAL OF SUPPLEMENTAL CONTRACTS**

Motion to non-renew all 2017-2018 supplemental contracts at the end of the school year.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Absent</u>		

Carried: 4 to 0

**END OF CONSENT AGENDA**

**SUPERINTENDENT’S RECOMMENDATIONS**

**DONATIONS**

(18-045) Motion was made by Ms. Rigsby, seconded by Mr. Ruth to accept the following donations totaling \$666.10 as presented:

- 1. Staff Donations – Prom Fund \$ 480.00
- 2. Buffalo Wild Wings – HS Girls’ Basketball Fund \$ 186.10

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Absent</u>		

Carried: 4 to 0

**INNOVATION IN EDUCATION LINE ITEM REQUESTS**

(18-046) Motion was made by Mr. Ruth, seconded by Ms. Rigsby to appropriate funds from the Innovation in Education Line Item from the General Fund to pay the costs the 4<sup>th</sup> Grade trip to the Ohio History Center and the Ohio Village on May 15, 2018 at an approximate cost of \$800.00 as requested by the 4<sup>th</sup> Grade Elementary School Team as presented.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Absent</u>		

Carried: 4 to 0

(18-047) Motion was made by Ms. Cook, seconded by Mr. Ruth to appropriate funds from the Innovation in Education Line Item from the General Fund to pay the costs of the 1<sup>st</sup> Grade trip to the Columbus Zoo and Aquarium on May 4, 2018 at an approximate cost of \$600.00 as requested by the 1<sup>st</sup> Grade Elementary School Team as presented.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Absent</u>		

Carried: 4 to 0

(18-048) Motion was made by Ms. Rigsby, seconded by Mr. Ruth to appropriate funds from the Innovation in Education Line Item from the General Fund to pay the costs of the 5<sup>th</sup> Grade trip to Honey Run Farms on May 14, 2018 (weather permitting) at an approximate cost of \$600.00 as requested by the 5<sup>th</sup> Grade Elementary School Team as presented. The cost will cover purchasing a \$5.00 item from the farm for each child to take home. There is no charge to visit Honey Run Farms.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Absent</u>		

Carried: 4 to 0

(18-049) Motion was made by Ms. Rigsby, seconded by Mr. Ruth to appropriate funds from the Innovation in Education Line Item from the General Fund to pay the costs of the 2<sup>nd</sup> Grade trip to COSI before the end of the 2017-2018 school year at the cost of \$10.00 per student as requested by the 2<sup>nd</sup> Grade Elementary School Team as presented.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Absent</u>		

Carried: 4 to 0

(18-050) Motion was made by Ms. Cook, seconded by Mr. Ruth to appropriate funds from the Innovation in Education Line Item from the General Fund to pay the costs of the 3<sup>rd</sup> Grade trip to a Columbus Clippers baseball game on May 17, 2018 at a cost of approximately \$695.00 as requested by the 3<sup>rd</sup> Grade Elementary School Team as presented.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Absent</u>		

Carried: 4 to 0

**MAINTENANCE SUPERVISOR CONTRACTS**

(18-051) Motion was made by Ms. Cook, seconded by Mr. Ruth to award an administrator/supervisor contract to Mr. Walt Haddox as the maintenance supervisor, Step 0 effective March 20, 2018 through June 30, 2018, sixty nine (69.0) days.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Absent</u>		

Carried: 4 to 0

(18-052) Motion was made by Ms. Rigsby, seconded by Mr. Ruoff to award a two (2) year administrator/supervisor contract to Mr. Walt Haddox as the maintenance supervisor, 250 days per year, Step 1, effective July 1, 2018 through June 30, 2020.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Absent</u>		

Carried: 4 to 0

### **COPIER/PRINTER AGREEMENT**

(18-053) Motion was made by Ms. Rigsby, seconded by Mr. Ruth to approve the copier/printer agreement between Gordon Flesch Company, Inc. and the Westfall Local School District for copier/printer services for sixty (60) months as presented.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Absent</u>		

Carried: 4 to 0

### **FIREWALL AGREEMENT**

(18-054) Motion was made by Mr. Ruoff, seconded by Ms. Rigsby to approve the technology firewall agreement between the Cerdant Company, Inc. and the Westfall Local School District for technology firewall protection effective March 20, 2018 for a term of three (3) years as presented.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Absent</u>		

Carried: 4 to 0

### **FACILITY USE REQUESTS (ADDENDUMS)**

(18-055) Motion was made by Ms. Cook, seconded by Mr. Ruth to approve the use of the high school baseball field on Sunday, April 8, 2018 from 12:00 p.m. to 7:00 p.m. and on Sunday, May 6, 2018 from 12:00 p.m. to 7:00 p.m. for 7<sup>th</sup> grade baseball games as requested by Mr. Rick Ellis, Head Coach. This organization must keep in touch with the building administrator and district athletic director of any changes. **(Addendum)**

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Absent</u>		

Carried: 4 to 0

(18-056) Motion was made by Ms. Rigsby, seconded by Mr. Ruth to approve the use of the elementary school gym and green wing restrooms on Wednesdays beginning March 21, 2018 through April 27, 2018 from 4:00 p.m. to 5:30 p.m. for London Elite Club Volleyball practices as requested by Ms. Lisa Lightle, Coach. This organization must keep in touch with the building administrator and the district athletic director with any changes. (**Addendum**)

Cook	<u>Nay</u>
Rigsby	<u>Yea</u>
Ruff	<u>Absent</u>

Ruoff	<u>Yea</u>
Ruth	<u>Yea</u>

Carried: 3 to 1

**SUPERINTENDENT'S COMMENTS**

**TREASURER’S RECOMMENDATIONS**

**TREASURER’S REPORT**

**FINANCIAL REPORT**

(18-057) Motion was made by Ms. Rigsby, seconded by Ms. Cook to approve the financial report from February 2018, as presented by the Treasurer.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Absent</u>		

Carried: 4 to 0

**TAX RATES**

(18-058) Motion was made by Ms. Cook, seconded by Mr. Ruth to accept the tax amounts and rates for tax year 2017, collection year 2018, as determined by the budget commission and county auditor in its certification as required by law. The tax rates and estimates from the general property tax already approved by the budget commission and county auditor are as follows:

Fund	Outside 10 mills	Inside 10 mills	Inside	Outside	Effective
General	\$6,182,820.00	\$ 900,000.00	3.00	24.30	20.00
Classroom Facilities	113,000.00			0.50	0.27
Permanent Improvement	821,934.00			3.75	2.14
Bond Retirement	\$ 809,132.00			1.30	1.30
<hr/>					
TOTAL	\$7,926,886.00	\$ 900,000.00	3.00	29.85	24.71

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Absent</u>		

Carried: 4 to 0

**TRANSFER TO TERMINATION BENEFIT FUND**

(18-059) Motion was made by Mr. Ruth, seconded by Ms. Rigsby to approve the transfer in amount of \$71,403.99 from the General Fund (001-0000) to the Termination Benefits Fund (035-0000). The \$71,403.99 transfer is an estimate of the annual amount needed to balance out the account at fiscal year-end.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Absent</u>		

Carried: 4 to 0



## **DISPOSAL OF TECHNOLOGY EQUIPMENT**

(18-060) Motion was made by Mr. Ruth, seconded by Ms. Rigsby to approve the disposal of technology equipment as presented.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Absent</u>		

Carried: 4 to 0

## **TREASURER'S COMMENTS**

## **BOARD RECOMMENDATIONS**

## **BOARD MEMBER COMMENTS/COMMITTEE REPORTS**

## **UPCOMING EVENTS**

### **WES:**

- April 5, 2018 – DARE Graduation, 6:00 p.m.
- April 11, 2018 – 2<sup>nd</sup> Grade Music Program, 7:00 p.m.
- April 11, 2018 – Kindergarten Registration 8:00 a.m. to 4:00 p.m.
- April 12, 2018 – Kindergarten Registration 12:00 p.m. to 7:00 p.m.
- April 13, 2018 – Kindergarten Registration 8:00 a.m. to 4:00 p.m.

### **WMS:**

- March 27, 2018 - Middle School Showcase/Art Show, 5:30 to 7:30 p.m.

### **WHS:**

- April 7, 2018 – Junior/Senior Prom, Pine Lodge, Dinner at 6:30 p.m., Dance from 7:30 to 11:00 p.m., After Prom, Roller Haven from 11:30 p.m. to 2:00 a.m.
- May 25, 2018 – Graduation, 7:00 p.m., Football Field (inclement weather-gymnasium)

### **DISTRICT WIDE:**

- March 29-April 2, 2018 – Spring Break
- April 10, 2018 – Westfall Education Foundation, 6:30 p.m., High School
- April 11, 2018 – Westfall Booster Club, 6:30 p.m., High School

**PUBLIC COMMENTS**

**ADJOURNMENT**

(18-061) Motion was made by Ms. Cook, seconded by Ms. Rigsby to adjourn the meeting at 7:32 p. m.

Cook Yea  
Rigsby Yea  
Ruff Absent

Ruoff Yea  
Ruth Yea

Carried: 4 to 0

\_\_\_\_\_  
PRESIDENT'S SIGNATURE

\_\_\_\_\_  
TREASURER'S SIGNATURE